



**MITT ROMNEY**  
GOVERNOR

**KERRY HEALEY**  
LIEUTENANT GOVERNOR

**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**Office of Legal Counsel**  
239 Causeway Street • Boston, Massachusetts 02114

**BETH LINDSTROM**  
DIRECTOR, OFFICE OF  
CONSUMER AFFAIRS & BUSINESS  
REGULATION

**ANNE L. COLLINS**  
DIRECTOR, DIVISION OF  
PROFESSIONAL LICENSURE

**Notice and Instruction sheet for**  
**CORI Acknowledgement**  
**Form**

Dear Licensee:

If your license application indicates that you checked "Yes" in response to the question regarding the existence of any criminal convictions. The Board will need to review your Criminal Offender Record Information (CORI) record before proceeding further with the processing of your application. As noted on your application form the Board is certified by the state's Criminal History Systems Board to receive from it and review criminal conviction and pending criminal case information.

In order to do so, the Criminal History Systems Board requires that the licensee be placed on notice that a CORI check will be performed.

Please complete the attached CORI notification acknowledgement form and return it with this letter and your application immediately to the PSI. Any delay in completing and returning this form will delay the processing of your license application.

Upon receipt of this acknowledgment form, the Board will request and review your criminal record. If it is necessary for you to appear before the Board to answer questions about your CORI data, you will be notified in advance. If it is not necessary for you to appear before the Board after your criminal record is requested and reviewed, the Board will continue processing your application for licensure.

Sincerely,

Richard A. Fredette  
Executive Director  
Board of state Examiners of Electricians

Enclosure



## CORI ACKNOWLEDGEMENT FORM

The Division of Professional Licensure has been certified by the Criminal History Systems Board for access to convictions and pending criminal case data. As an applicant/licensee for \_\_\_\_\_, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

\_\_\_\_\_  
Applicant/Licensee Signature

\_\_\_\_\_  
APPLICANT/LICENSEE INFORMATION (PLEASE PRINT)

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
MAIDEN NAME OR ALIAS (IF APPLICABLE)

DATE OF BIRTH: \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_ - \_\_\_\_ - \_\_\_\_  
(Requested but not required)

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CHSB USE ONLY

RECORD ATTACHED: \_\_\_\_\_

NO RECORD: \_\_\_\_\_